



Berwyn Heights Bulletin

Incorporated 1896

SEPTEMBER 2018

ICE CREAM Meet & Mingle SOCIAL!



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NEW COUNCILMEMBER APPOINTED



On August 20, the Town Council appointed Amanda Dewey to fill the vacant Council seat left by the resignation of Mayor Rasmussen. Ms. Dewey is a PhD candidate at the University of Maryland, and with her husband purchased a house in Berwyn Heights in 2015. Since then has been an active member of the community, serving as Green Team facilitator and Shade Tree Board chair. In that capacity, she has organized events and helped with the Berwyn Heights' Sustainable Maryland recertification. She has also worked with the Town Council and staff on a green purchasing policy, sustainable communities grant application, and contributed to the Town-UMD collaboration project list. Ms. Dewey will be sworn in at the September Town meeting. We look forward to having her as a Councilmember, lending her time and talents to advance our Town.

TOWN MANAGER HIRED

The Town is pleased to announce that Maria Broadbent, a native of Beltsville and resident of Annapolis, MD, has been hired as the new Town Manager. Ms. Broadbent holds a Master of Public Administration from the University of Rhode Island and has almost 25 years experience as director or division chief of municipal programs in Maryland, Rhode Island and Maine. She spent her last 10 years heading different environmental offices in the City of Annapolis, most recently Director of the Office of Environmental Policy. Please welcome her to Berwyn Heights.

HOLIDAY REFUSE SCHEDULE

Labor Day

Mon	09/03/18	Offices Closed - NO PICKUP
Tue	09/04/18	Trash, Bulk - Entire Town
Wed	09/05/18	Recycling - Entire Town
Thu	09/06/18	Yard Waste - Entire Town
Fri	09/07/18	NO PICKUP

Please Do **NOT** Leave Trash out Over the Weekend

Advertising Rates For the BH Bulletin		
TERM	RESIDENT	NON-RESIDENT
EIGHTH (1/8) PAGE		
1 Month	\$30.00	\$36.00
6 Months	\$162.00	\$192.00
12 Months	\$230.00	\$336.00
QUARTER (1/4) PAGE		
1 Month	\$50.00	\$72.00
6 Months	\$270.00	\$384.00
12 Months	\$384.00	\$672.00
HALF (1/2) PAGE		
1 Month	\$100.00	\$144.00
6 Months	\$540.00	\$768.00
12 Months	\$768.00	\$1,344.00
FULL PAGE		
1 Month	\$200.00	\$288.00
6 Months	\$1,080.00	\$1,536.00
12 Months	\$1,536.00	\$2,688.00

CONSTITUENT HOUR

SEPTEMBER 14, 3:00 PM

Please join Mayor White for an afternoon tea and a chat on the second Friday of every month.

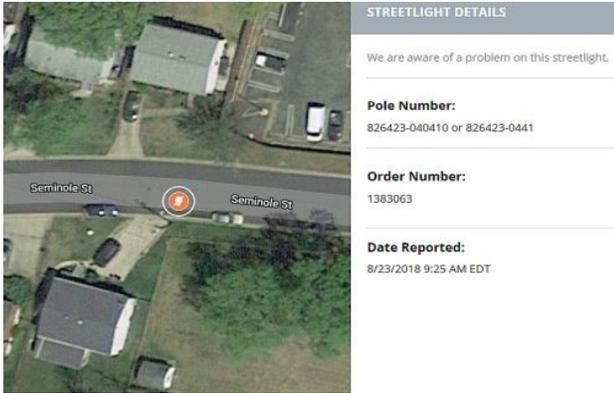




Reporting Street Light Outages

If you notice a street light near you that is not coming on, is dim or flickers, you can now report it through Pepco's website:

<https://pepco.streetlightoutages.com/map/default.html>.



Using Pepco's mapping app, zoom in to street level to view green light icons, or enter address for a specific light you want to report in the search box. Once you have located the problem light, hover the cursor over it until the information box appears. Click on it and enter the information requested, including a pole number or nearest street address. After submitting the form, the reported light is indicated by a red icon on the map. Repairs typically take between 15 to 30 days, depending on what type of repairs are needed.

Alternatively, call Pepco's Customer Service: 202-833-7500. In an emergency, such as downed poles or wires,

STREET REPAIR LIST

In order of construction

1. Pontiac St - Edmonston Rd- 60th Ave (Start Date: 08/13/18)	\$96,933.00
2. 63rd Ave- Pontiac St- Quebec St	\$31,000.00
3. Quebec St- 63rd Ave- 62nd Ave	\$57,500.00
4. 60th Ave- Quebec St- END	\$20,000.00
5. 60th Ave- Pontiac St- Osage St	\$18,800.00
6. Cunningham Dr- Pontiac St- Osage St	\$34,000.00
7. Seminole St- Edmonston Rd- 63rd Ave	\$80,200.00
8. Ramp- 193- Edmonston Rd	\$39,000.00
9. Ruatan St- 63rd Ave- 60th Ave	\$158,500.00
10. Quebec Pl- 63rd Ave- Cunningham Dr.	\$123,700.00
11. 62nd Ave- 193- Seminole Pl	\$34,200.00
12. Osage St- Edmonston Rd- 60th Ave	\$60,000.00
13. 56th Ave- Seminole St- Ruatan St	\$30,000.00
14. Ramp- 193- Edmonston Rd	\$27,700.00
TOTAL	\$811,533.00

Please do not park in the street when construction is taking place on your street. Signs will be posted to notify residents about construction. If you have questions please contact Public Works Director Hall at 301-474-6897 or khall@berwynheightsmd.gov.

Quality of Life Commission - 3rd Meeting - September 10, 7:30 pm - Senior Center

The Quality of Life Commission held its second meeting. The 3 sub-committees reported on preliminary findings. Please contact [Megan Miller Shane](mailto:Megan.Miller.Shane@berwynheightsmd.gov) or the coordinators of the sub-committees if you want to share concerns or ideas. Quality of Life Commission meetings are open to the public and input is welcome.

- **CODE/ RENTAL HOUSING ISSUES**
Kyle Snyder – 1st Contact Coordinator (kyle_j_snyder@yahoo.com)
- **TRAFFIC/ PARKING/ STREET LIGHTING**
Mary Ann Walkup – 1st Contact Coordinator (mawdances@mac.com)
- **TRASH/ BEAUTIFICATION/ SIDEWALKS**
Diana Agonoy – 1st Contact Coordinator (dagonoy72@yahoo.com)

Berwyn Heights Elementary School PTA



First Day Boo Hoo Breakfast

After dropping off your child, chat with other parents and have some coffee. If the weather is good, we'll gather in the courtyard in front of the school. Come say "Hi!"

Back to School Night

September 11, Tuesday, 6:30 to 8:00 pm

Visit your child's classroom and learn about plans for the upcoming year.

Hello Husky Extravaganza

September 27, Thursday, 6:00 pm

Food! Music! Games! A fun event for the whole family. Located in the courtyard in front of the school.

Join the PTA for the 2018-19 school year!

The PTA organizes events for the school community and provides support for the students, parents, teachers and school administration. If everyone helps just a little bit we can make a huge difference in the school!

Meetings *usually* are held on the first Tuesday of each month at 6:45 pm in the school cafeteria. We'll have our first meeting this year on October 2. **All are welcome!**

Upcoming Events

August 30, Thursday

10:00 am

Kindergarten Orientation

September 4, Tuesday

First Day of School

Boo Hoo Breakfast
for parents

September 11, Tuesday

Back to School Night

September 27, Thursday

Hello Husky Extravaganza

September 28, Friday

Early dismissal

Contact

Facebook:

Berwyn Heights ES PTA

Mailing list:

[www.remind.com/classes/
bhespta/](http://www.remind.com/classes/bhespta/)

Website: www.BHESPTA.org

Berwyn Heights Rec. Council

Where the fun happens!

Do you ever go to community events and wonder how they're planned?

Do you have ideas on how to make those events better?

Do you have new ideas or suggestions for other fun events?

If you answered yes to any of those questions, then the Berwyn Heights Rec Council wants to hear from you! We meet monthly in the G. Love Room in the Senior Center. All are welcome! If you would like to ask a question or make a suggestion but can't make it to our meetings, your emails are welcome and can be sent to Susan at violindreams@verizon.net.

Check out our upcoming events:



Ice Cream Social - Thu. September 20th, 6:30-8:30pm @ Town Center
Meet & greet with your neighbors while you satisfy your sweet tooth with Free Ice Cream in this family friendly event.

Trunk or Treat - Sat. October 20th, 7-9pm (Rain Date 10/27)
@ Community Center lower lot
Dress up your kids & your cars and enjoy some s'mores at this spooktacular family friendly event.



Berwyn Heights Team Trivia Night - Fri. November 2nd, 7-9pm
@ BH Town Center
Join us for this NEW event! Bar trivia meets Berwyn Heights! Grab your team and join the fun! Stay tuned for more details!!!

Christmas Tree Lighting Party - Sat. December 8th, 6-8pm
@ BH Town Center

Get into the holiday spirit with our annual party complete with crafts, treats, caroling & a visit from good Ol' Saint Nick!



Our goal is to have a fun event hap-

pening in our community each month. Other events include our Re-gifting Party in January, Valentine's Day Cookie & Card Decorating Party in February, and the Pot o' Gold Pot Luck in March, just to name a few!

Next Recreation Council Meetings are Tuesday, September 11th & Tuesday, October 2nd at 7:30 pm in the G. Love Room. For more information or to join, please contact Susan at violindreams@verizon.net.

Worksession July 2, 2018

The meeting was called to order at 6:45 p.m. Present were Mayor Christopher Rasmussen, Mayor Pro-Tem (MPT) Lynn White, Councilmembers (CMs) Stephen Isler, and Ethan Sweep. Councilmember Jason Papanikolas had an excused absence. Also present were Interim Town Administrator (TA) Mike McLaughlin and Chief Antolik.

Administrative Review Board Meeting (6:03 p.m. - 6:15 p.m.)

The Council went into a closed session to sit as an Administrative Review board to decide a appeal of citation 18-409 by James Klein of 6013 Berwyn Road. On a motion by CM Isler, seconded by MPT White, the citation was withdrawn in a 4 to 0 vote. The meeting was adjourned at 6:15 p.m.

Executive Session (6:15 p.m. - 7:15 p.m.)

The Council held an executive session to discuss the Town Manager search and to receive an update from Chief Antolik on an ongoing investigation. The executive session was closed at 7:15 p.m.

Regular Session (starting at 7:18 p.m.)

Clerk Kerstin Harper and Mike Attick joined the meeting.

1. Announcements

Mayor Rasmussen announced the foregoing closed session. He then read a statement of his resignation as Berwyn Heights Mayor, effective July 16, to accept a position as Director of Academic Affairs at the Colorado Department of Higher Education. A special session will be convened on July 16, following the regular worksession to swear in MPT White as Mayor and select a new Mayor Pro Tem. The council and Mr. Attick congratulated Mayor Rasmussen on his new job and thanked him for his leadership in launching the term of the 48th Council.

2. Discussion Items

Welcome signs: TA McLaughlin explained that Public Works Director Hall has obtained a cost estimate and two mockups for *Welcome to Berwyn Heights* signs from Kerley Signs. The previous had wanted upgrade the current signs because they are old and worn. The cost of 1 sign of either design is \$3,500 or 10,500 for 3 signs the would replace.

In discussion, CM Isler expressed his interest in an electronic sign that can

display messages and announce upcoming events. The higher cost of such a sign might be covered from funds set aside for economic development in the FY 2019 budget. Councilmembers commented that the welcome and electronic signs have different purposes. Alternative estimates for welcome signs, an estimate for an electronic sign, as well as clarification of the purpose of the economic development fund were requested. The importance of location for an electronic sign was noted.

Electric recharging station: TA McLaughlin explained that the Town was awarded a \$20,000 matching grant for an electric vehicle by the Maryland Energy Administration (MEA), with the Town having to contribute \$10,000. The grant names a Ford C-Max as the electric vehicle to be obtained. But Ford has announced it will stop production of the C-Max. The Town has asked to substitute another electric or hybrid plug-in vehicle but has not received a reply yet. Additionally, Public Works Director Hall has learned that the State of Maryland provides grants for electric charging stations. It is recommended that the Town apply to obtain 2 charging stations, if the alternate electric vehicle purchase is approved, and that they be of the credit card payment type to discourage over-long charging sessions. Two locations have been proposed in the parking lot behind the Town Center.

The Council discussed locations. Both isolated and visible places were recommended. Isolated places would avoid tying up valuable parking near the Town office entrance, while more visible locations would advertise electric vehicle use. Charging stations more distant from the Town Center buildings would be costlier to install, as this would require boring under paved surfaces to lay the electric lines. Director Hall will obtain cost estimates for installing charging stations at the locations discussed tonight, as well the total remaining cost for the Town to obtain the vehicle and charging stations.

Vehicle damage: Mayor Rasmussen said the private vehicle of an employee was damaged with pellet gun shots, it is believed, while the employee attended a worksession. The vehicle's alarm went off during the worksession. The employee believes that his vehicle was targeted and requested reimbursement for the estimated \$1,184 in repairs. Mayor Rasmussen said he placed the matter on the agenda because it may set a precedent.

In discussion, the following points were made:

The Town does not normally pay for

damage to personal vehicles;
It is not known whether the damage occurred while the employee was at the worksession since it was not reported until the next morning;

The estimate provided for repairing 2 pellet holes in a fender is high.

It was agreed TA McLaughlin find out if the Town's insurance would pay for the damage. If it does not pay for the damage, another repair estimate should be obtained. Alternately, the Town might offer to pay for the deductible of the employee's insurance claim. Mr. Attick commented the Town did not pay for damage to an employee's car that occurred under similar circumstances some 10 years ago.

Quality of Life Commission: Mayor Rasmussen provided a document intended to be a roadmap for the work of the Citizens Commission on Quality of Life, which the Council appointed at the June 20 Town meeting. It broadly defines the purpose of the Citizen Commission and proposes a workplan from the time of its first meeting on July 9 to the presentation of a final report at the October 10 Town meeting. Acting Chair of the Commission Angela Wolfinger will call the meeting to order, and MPT White may swear in the members before the Commission proceeds with electing its chair deciding on how to move forward.

Mayor Rasmussen said the Council has the option of providing staff support for the Commission. This might include a recording secretary and persons who help structure the Commission's activities, obtain needed data, and prepare the presentation of the final report. UMD's Institute of Governmental Service & Research would be able to perform this kind of service. Unused funds in the *Town Administrator Salary* and *PRECA Aide* appropriations might be used to pay for the work. Another possibility is to find out if the work could be done as a UMD-Town collaboration project, administered by Andrew Fellows, which the Town signed up for in 2017.

In discussion, MPT White said she does not support hiring a consultant for the Commission. But offered to ask Mr. Fellows if this could be a Town-UMD collaboration project when he is in Berwyn Heights for a meeting. CM Isler said he thought the Council tasked the Commission of 15 capable residents to do this work and make recommendations to the Council, not to hire a consultant to do this work for them. If they need assistance with research and finding data, the

Town could step in at that point to help. CM Sweep said it would be difficult for any recording secretary to engage in the proceedings. The Council agreed to wait and see how the first meeting goes and what the Commission members want to do, then decide whether staff support is needed.

Council priorities final list: The Council reviewed the latest version of the priorities list developed for the coming term. It was agreed to adopt the list as is at the July 11 Town meeting, while acknowledging it is a “living document” that can be changed to allow for input from a new Councilmember or Town manager.

E-newsletter: MPT White proposed to add a weekly newsletter covering important Town news to the Town’s arsenal of communication channels. The newsletter, a sample of which was provided in the agenda packet, would be delivered electronically to residents who sign up for it. The delivery could occur via an electronic mail service, such as Mail Chimp or Constant Contact, or through the Town website. The website allows residents to subscribe to different types of news, such as weather and public safety alerts, and an e-newsletter could be added to that function. The newsletter is in .pdf format and can be distributed through other channels as well, including the old Berwyn Heights Discussion Group list server and any private lists Councilmembers may develop. The Council liked the idea of a new, more frequent communication channel and agreed that the newsletter should be made available through the Town website.

Dog park draft letter: TA McLaughlin provided a draft letter to the Director of the Maryland-National Park & Planning Commission’s (M-NCPP) Parks & Recreation Department expressing the Council’s interest in partnering with M-NCPPC to open a dog park in the location of an existing T-Ball field, which is on Park & Planning property. The Council reviewed the letter and CM Sweep said he would like to make some changes before the letter is finalized and sent.

Monthly reports key performance indicators: Mayor Rasmussen said he placed this on the agenda to have the Council review the monthly departmental reports and give input on which performance indicators they would like to see. As this would be a longer discussion, he asked to table the item to the next worksession. The Council agreed.

2. Minutes

The Council reviewed the June 5 and June 18 worksession minutes. On a mo-

tion by CM Isler, seconded by MPT White, the June 5 worksession minutes were approved 4 to 0. On a motion by CM Isler, seconded by MPT White, the June 18 worksession minutes were approved in a 4 to 0 vote.

3. Department Reports

The Council reviewed the proposed agenda for the July 11 Town meeting. No changes were made.

MPT White thanked resident Betsy Dowling for inviting the Council to picnic at the Berwyn Presbyterian Church. She reported a meeting with Andy Fellows, Community Outreach Director at the University of Maryland i-School, will take place next Friday to discuss the Town-UMD collaboration projects developed by the previous Council. The possibility of partnering with University on some of this Council’s priorities will be explored.

CM Isler reported he also attended the event at the Berwyn Presbyterian Church, spent time to get to know the Seniors and met up with Public Works Director Hall to receive an overview of the department. Further, he is working with the Community Center and Cpl. Krouse on coordinating publicity for National Night Out on August 7.

CM Sweep reported he has worked with Amanda Dewey and Casey Blalock on setting up a Facebook page “Friends of the Berwyn Heights Dog Park” to organize support for the dog park. They have discussed launching a petition to demonstrate broad support for a dog park to M-NCPPC.

Mayor Rasmussen said the Council has narrowed the field of candidates for the Town manager position to 5, of which 4 have confirmed their presence for interviews with the Council, staff and a citizen panel that will be established for the purpose. The search consultant is working on an interview schedule. Mayor Rasmussen thanked all those who attended the Volunteer Appreciation Dinner and Mike Attick for a presentation on preventing heat-related illness. Earlier, the Council was briefed by the Chief on an ongoing investigation related to a serious incident, the details of which cannot be disclosed.

4. Citizen Comments

Mike Attick, 62nd Ave, asked whether the Town Manager candidates were from the local area; whether the Council has recently adopted a Charter amendment; whether the electric charging stations discussed earlier would take credit cards; whether charging time is limited; whether Town employees can be asked to park in the rear parking lot; and

whether volunteers may drive Town vehicles. Mr. Attick further commented there were 19 incidents of pellet gun damage to vehicles last week and the employee’s vehicle may have been one in many that were damaged. A bad utility patch/ pothole hinders traffic flow from Greenbelt Road onto 62nd Avenue. A number of cat owners have told him they don’t support a dog park. The school property continues to be unkempt, even after Prince George’s County Public Schools (PGCPS) maintenance staff made an attempt to mow. Mr. Attick concluded with expressing his regrets that Mayor Rasmussen is resigning.

The meeting was adjourned at 9:41 p.m.

Town Meeting July 11, 2018

The meeting was called to order at 7:02 p.m. Present were Mayor Christopher Rasmussen, Mayor Pro Tem (MPT) Lynn White, Councilmembers (CMs), Stephen Isler, Jason Papanikolas and Ethan Sweep. Also present were Interim Town Administrator (TA) Mike McLaughlin, Chief Kenneth Antolik, Clerk Kerstin Harper, Treasurer Michelle Rodriguez, Public Works Director Kenneth Hall, Code Compliance Supervisor Freddie Glass and citizens.

Mayor Rasmussen led the Pledge of Allegiance.

Mayor’s Report

Mayor Rasmussen announced his resignation from the Town Council, effective July 16. He has accepted an offer to become the Director of Academic Affairs at the Colorado Department for Higher Education. He is sorry to leave Berwyn Heights but believes the new Council is off to a good start. The transition will begin with a special session following the July 16 worksession, at which Mayor Pro Tem White will step up to become the next Mayor, the new Mayor Pro Tem will be selected, and the process for filling the vacancy will be determined.

Concurrently, the Town Manager search is moving forward, with candidate interviews scheduled for July 20-21. The process is similar to the previous Town Manager search in that candidates will be interviewed by a staff and a citizen panel, as well as the Town Council.

Minutes

Clerk Harper read a summary of the June 20 Town meeting minutes. On a motion by CM Isler, seconded by CM Sweep, the minutes were approved 5 to 0.

Department Reports

Treasurer's Report: Treasurer Rodriguez gave the treasurer's report for June. It includes a preliminary year-end financial report. An overpayment of liens by Prince George's County of \$23,400 has been paid back. An income tax payment of \$77,600 for April and May was received. Outstanding income tax receipts will be credited to FY 2018 when received.

Administrator's Report: TA McLaughlin reported during the month of June he helped the Council prepare for a code appeal hearing, reviewed WSSC plans for replacing water mains on Edmonston Road, reviewed year-end expenses to ensure that no budget amendments are needed; monitored the road repair bond issuance process, and attended the MML convention. For the coming month, he anticipates spending time preparing for the visit of Town Manager candidates, providing support for the Quality of Life Commission, and finalizing a Town organization policy.

Code Compliance: Code Compliance Supervisor Glass gave the code activities report for June. The Department issued 28 Clean Lot Ordinance violations and 3 Commercial Clean Lot violations, as well as 3 building permits, 6 dumpster permits and 2 portable storage unit permits. The Town currently has 213 rental properties, where it performed 27 inspections and 12 re-inspections, and issued 16 rental licenses. Code staff also removed 31 signs posted along Town and County roads.

Parks, Recreation, Education & Civic Affairs: CM Isler congratulated Mayor Rasmussen on his new job and thanked him for his leadership in getting the new Councilmembers oriented. He attended the first meeting of the Quality of Life Commission, which was very well attended and after some discussion identified a set of concerns it will investigate further. Thanks go to Meg Shane, who was elected as chair and led a productive meeting.

CM Isler announced an August 12 rock concert with the "Woo Yeahs" and said that the Recreation Council is working with the director of the Community Center to bring some new events to the Town. For September, an event around classic street games is planned and on November 2 a trivia night. Director Jackson would like to encourage residents to participate in the many activities happening at the Community Center.

Administration Report (discussed out of order): MPT White announced she will switch to heading the Police Department

upon becoming Mayor, and CM Isler has agreed to move to Administration. She noted that Councilmembers may no longer function as department heads if a true Town Manager system of government is implemented. Further, she looks forward to working with the Quality of Life Commission. At its first meeting, Meg Miller Shane was elected as chair and a list of topics were identified for further study. The list to a large extent overlaps with Council priorities.

Public Works: Director Hall reported Public Works re-measured and marked curbs and sidewalks that are on the replacement list. They also repainted bikeway markings, painted curbs yellow where no parking is allowed, made minor repairs at the Town Hall, and installed the remainder of 10 new pet waste stations. In the coming month, Public Works plans to catch up on grass cutting, finish installing crosswalks and move 2 handicapped parking spaces closer to the Senior Center entrance.

Further, Director Hall said he discussed locations for 2 electric charging stations at the Town Center with TA McLaughlin. The Town received a \$20,000 grant to purchase an electric vehicle. He has received notification that Prince George's County plans to rehabilitate the storm water outfall in the wooded area off Nevada Street at 58th Avenue and will provide details when 100% plans are finished.

Director Hall also gave an update on refuse collected in June: solid waste 66.2 tons; recyclables 19.3 tons, yard waste 17.2 tons and scrap metal 292 pounds. Five refuse violations were issued. Battery and fluorescent bulb recycling bins have been moved to the side of the Town office building.

Public Safety: Chief Antolik congratulated Mayor Rasmussen on his new job and asked a new police intern to introduce himself. David Wolff said he a recently graduated from Catholic University with a BA in Sociology. He is looking forward to this internship to learn about the internal operations of a Police Department. Chief Antolik reported the BHPD also took on a 14-year old Berwyn Heights resident as a new public safety aide and is embarking on a No-Bullying campaign.

Chief Antolik gave the police activities report for June. There were 2 Part I offenses as opposed to the 5-year average of 4.8. The year to date total is 22, which is lower than the 5-year average of 28.4. In addition, there were 16 incidents of vandalism and one arrest of a white male for having a concealed firearm.

Total citations issued numbered 99.

Road repair update: Public Works Director Hall provided an update on the road repair project the Town is nearly ready to start. The Town is planning to piggyback onto a Prince George's County's road contract and is negotiating with 2 contractors. It may be possible for residents to have driveways rebuilt as part of the project, but that would have to be negotiated with the contractor with the Town acting as an intermediary. Usually concrete work gets done first, followed by stripping (milling) the old asphalt and resurfacing with a 2" layer of new asphalt. When the streets have been milled, he inspects them to discover any damage to the sub-base. If sub-base repairs are needed the cost is covered by a contingency fund in the contract.

MPT White asked a number of questions about the project. In response, Director Hall said in January he proposed a plan to the Council to bring the Town's roads up to standard after completing a comprehensive assessment of their condition. The plan calls for a renovation program of 5 phases, with Phase I covering the streets in worst condition, Phase II streets in somewhat better condition, etc. Phase I will be financed from the Town's infrastructure reserve fund and Phase II with a bond issue.

Director Hall said he believes most Town streets have a good sub-base and that it is not necessary to have test drills done to determine their condition. Road projects always cause disruption, but he intends to notify residents of impending construction activity and advise on where to park. No street will be closed in its entirety and residents will have access to their homes. Director Hall further noted that WSSC is in the process drawing up plans to replace water mains in the south-east section of Berwyn Heights. After the pipes are laid, WSSC will resurface the streets that were dug up. This may result in significant savings for the Town's street resurfacing program.

Mayor Rasmussen said that the previous Council did its due diligence in planning for the project and provided funding for the first two phases of street repairs, accounting for approximately 40% of Town streets. This was done for several reasons: 1) economies of scale that result in a lower project price; 2) presence of an experienced Director to oversee the project while working with a County contractor; and 3) a clear public demand for street improvements. The issuance of a bond to cover a part of the project's cost seemed prudent as interest rates are at historic lows and the bond is issued

through the Department of Housing & Community Development (DHCD), further containing cost and risk. He believes it would be unwise to reverse course on the bond issue, as this might negatively affect the Town's reputation and result in higher costs for the other municipalities taking part in this bond issue.

MPT White said that most of the Councilmembers and staff who planned the project have left and it will be up to this Council to implement this project and deal with any problems that may arise. She wanted to state her concerns and the concerns residents brought to her attention for the record. She appreciates the work that has been done to date and looks forward to working with the Director Hall and staff in bringing the project to a successful conclusion. CM Sweep expressed his confidence in Director Hall's ability to competently manage the project and believes he will do all he can to minimize inconvenience to residents. CM Isler offered his assistance in getting the information out to residents.

Meg Miller Shane, 57th Avenue, commented she believes that test drills are not necessary and that she supports the project going forward. Mike Attick, 62nd Avenue, commented the Town in recent years had problems with shoddy work by contractors. He hopes the contractors who carry out this project will adhere to the proper standards. He also believes the Town has enough money to service the debt on a bond issue.

Committee Reports

Quality of Life Commission: Meg Miller Shane reported that the Commission had its first meeting on July 9, with 13 of its 15 members in attendance, as well as 3 Councilmembers and several interested residents. She herself was elected chair and Angela Wolfinger secretary. Three subcommittees were established to look into different areas of concern: Code/ Rental Housing; Traffic/ Parking/ Street Lights; and Trash/ Beautification/ Sidewalks. The next meeting will be held on August 13.

Education Advisory Committee: No report.

Green Team: Diana Agonoy announced that the Green Team will hold its 2nd Town cleanup on July 21 and is planning a raingarden workshop. The Community garden is doing well thanks to help from the Public Works Department.

Historical Committee: Chair Debby Steele Snyder reported that the Historical Committee continues to work on several long-running projects. Members are

working on adding historic sites to an online walking tour and continue to interview residents about their memories of Berwyn Heights. Suggestions of possible interviewees are always welcome. The Committee will participate in National Night Out and will meet again in September, when next year's officers will be elected.

Neighborhood Watch/ Emergency Preparedness: NW/EP Co-Chair Mike Attick announced an upcoming CERT training class on August 11-12. A limited number of spaces are available, so residents should sign up soon. On National Night Out, many NW/EP members will be on vacation and not able to help with the cookout. He hopes volunteers will step in to assist.

Recreation Council: No report.

Unfinished Business

Resolution 01-2018 - 2nd Reading & Adoption of Charter Amendment on Town Manager: Mayor Rasmussen explained that the adoption of this Resolution was postponed from the June to the July Town meeting to give more time for public input and discussion. The Resolution would amend the Town Charter to replace the title of Town Administrator with Town Manager and to delete a description of the duties of the Town Manager in Section 706.1, noting that these may be specified in an Ordinance.

At 8:58 p.m., Mayor Rasmussen opened the public hearing. Meg Miller Shane, 57th Avenue, commented in opposition of the Charter Amendment. She said that the change in title signals a shift in power from the Town Council to the Town Manager, which does not benefit the Town. She believes it is important Councilmembers retain oversight over the Town's departments to enable more direct input of citizens in how departments are run.

Phil Ventura, 57th Avenue, asked why the change in title represents a change in the form of government. Mayor Rasmussen explained the change in title was made for the purpose of recruiting a new Town Administrator/ Manager. The change in the form of government actually occurred in 2014 with the adoption of Ordinance 121, which sets forth the powers and duties of Councilmembers and the Town Administrator/ Manager and assigns responsibility for supervising the daily operations of the Town government to a Town Manager. Mayor Rasmussen said recent Councils have come to believe that the expertise of a professional manager and staff is needed to run today's more complex municipal governments. It is not realistic to

assume that part-time, volunteer Councilmembers have the time and expertise to run a department. Instead, they monitor policy issues and act as a liaison.

Mr. Ventura said he thinks this arrangement adds another layer between the citizens and their government. It used to be that residents worked alongside staff in maintaining the Town but were eventually turned away because of insurance reasons. Residents should have a say in how the departments are run since they pay for everything with taxes. Mayor Rasmussen replied that citizens do have a say through the Town Council they elect. The Town Council collectively serves as the Chief Executive Officer and is responsible for hiring and firing the Town Administrator/ Manager, making sure that the person is a good fit for the Town. The Town Council also decides how money is spent by passing an annual budget.

At 9:16 p.m., Mayor Rasmussen closed the hearing. CM Isler commented that he is pleased with residents speaking up tonight and encouraged everyone to continue to share any concerns with the Council. MPT White said this Resolution presents a difficult vote because it ratifies a Town Manager form of government, and further limits the power of the Council. She believes there has been an increase in turnover on the Town Council in recent years because Councilmembers lack authority to do much, while the Town Manager has too much power. CM Papanikolas said part of the issue may be the personality of the Town Manager. As far as the Charter Amendment Resolution is concerned, he thinks it is marginally important to the form of government. If the Council wants to limit the power of the Town Manager, it would have to back to change Ordinance 121.

CM Sweep said he thinks the Town Administrator/ Manager position is vital to govern the Town effectively. He works 40 hour a week and would not have time to run the Public Works Department. But he can work through the Town Administrator and Public Works Director to help citizens and resolve problems. He moved to adopt Resolution 1-2018. CM Isler seconded. There were further comments from a citizen, Mayor Rasmussen and MPT White on the significance of the change in title and the role of the Council. The Council voted 4 to 1 to approve the Resolution, with MPT White opposed.

5. New Business

Resolution 4-2018 – Adoption of the Priorities of the 48th Council: Mayor Rasmussen said this Council has devel-

oped a list of priorities based in large measure on comments they heard on the campaign trail that will guide their work during the coming term. This document is the same the Council agreed to adopt at the last worksession, excepting the addition of completion of Phase I and II of the road repair program as one of the remaining items from the 2016 strategic plan.

CM Isler moved to adopt the Resolution. CM Papanikolas seconded. MPT White said this is an excellent document that aligns with the issues expressed by the Quality of Life Commission at its first meeting. She plans to work with the Commission to get some of these things accomplished. The motion passed 5 to 0.

7. Citizen Comments

Phil Ventura said it was good to have Mr. Rasmussen as Mayor. However, he may be glad to leave as there are so many difficult issues left to resolve from the previous Council.

Meg Miller Shane wished Mayor Rasmussen well in his future endeavors and praised the work of Town Administrator McLaughlin. She hopes that the new Town Manager will be able to maintain the type of relationship with citizens he has developed.

Mike Attick commented via telephone that he sees no reason why the Town should move toward a Town Manager form of government, as the old system has served the Town well. He favors the Council being the stewards of the Town and maintaining a close relationship with the residents.

The meeting was adjourned at 9:41 p.m.

Draft Minutes Worksession July 16, 2018

The meeting was called to order at 6:45 p.m. Present were Mayor Christopher Rasmussen, Mayor Pro-Tem (MPT) Lynn White, Councilmembers (CMs) Stephen Isler, Jason Papanikolas and Ethan Sweep.

Executive Session (6:45 - 7:07 p.m.)

The Council held an executive session to discuss the Town Manager search. The executive session was closed at 7:08 p.m.

Regular Session (starting at 7:08 p.m.)

Interim Town Administrator (TA) Mike McLaughlin, Code Supervisor Freddie Glass, Clerk Kerstin Harper and citizens joined the meeting.

1. Announcements

Mayor Rasmussen announced the foregoing closed session.

2. Discussion Items

Variance 53-13 - 5805 Seminole Street:

TA McLaughlin explained that Gervin and Maria Martinez, the owners of property at 5805 Seminole Street, have applied for a variance to widen a driveway in front of their home to accommodate 2 cars. Currently, the driveway is shared with a neighbor and each party can park 1 car. The variance is needed because the County's zoning code prohibits driveways or parking areas wider than an associated garage or carport to be built in the front yard of dwelling between the front street line and the sides of the dwelling. Additional variances are needed to validate existing conditions related to insufficient setback of the dwelling and a back yard shed. It is recommended the Council approve or take no position on the variance because there are a number of properties with double wide driveways similar to the one requested nearby.

Mayor Rasmussen said previous Council have been reluctant to support the widening of driveways because paved surfaces increase storm water runoff. This case could be seen as precedent setting in that respect. Supervisor Glass said there is plenty of available on-street parking in the area. The Council discussed the variance. No decision was made but Councilmembers expressed reservations about approving the driveway widening because it would pave over half of the front yard, and because there is no unique circumstance that imposes a particular hardship on the property owner. The Council agreed to decide the variance at the Town meeting and invite the property owner to state his case.

Dog park letter: TA McLaughlin provided a draft letter requesting the Maryland National Park & Planning Commission to establish a dog park at the location of a T-ball field adjacent to the Indian Creek park. He asked if Councilmembers had any changes to the letter before it is mailed. CM Sweep provided TA McLaughlin with a red-lined version of the letter. His changes will be incorporated, and the revised letter resubmitted for Council approval.

Code Compliance Department review:

Mayor Rasmussen said this department review will be the first of a series in which the new Council will look at processes, procedures, budgets and opportunities for efficiencies of each Town department. The Code Department has been the fo-

cus of comments and complaints from residents during the 2018 election season that requires a response from the Town. He has met with CM Papanikolas and TA McLaughlin to discuss how to address the concerns.

TA McLaughlin provided a memorandum with information about the Code Department's notice of violations process and an exposition of the pop-up canopy permit complaints made at a June 20 Town meeting. TA McLaughlin has made an inquiry but has not received a response from the Department of Permitting, Inspections & Enforcement (DPIE) as to whether permits are required for pop-up canopies. Possible solutions to the problem include:

- Allowing pop-up canopies when used as a gazebo or shelter for gatherings but not when used as a car port, an approach taken by the City Bowie;
- Lowering the Town's building permit fees (making the cost of a permit for a canopy less onerous);
- Sending a friendly letter or courtesy notice prior to a violation notice; and
- Publishing an informational brochure or leaflet about pop-up canopies.

In response to questions, Code Supervisor Glass said that the Code Department notifies home owners about any permit issues first before reporting them to DPIE. DPIE may inspect properties in response to municipal notification or inspect Town properties independently as part of its County-wide inspections program. The Code Department will work collaboratively with residents to resolve the canopy issue.

Regarding code enforcement in the commercial district, Supervisor Glass explained that the Code Department regularly patrols the business district, and issues citations based on Ordinance 134 - Commercial Clean Lot. DPIE is notified about any zoning issues. The amount of a code fine is limited by State law and the Town cannot place liens on commercial properties. Business response depends on individual business owners. To achieve better compliance, The Council may want to revise its fee and fine schedule and consider abating violations with costs charged to business owners.

The Council agreed code enforcement could be improved through better communication with residents. This might include a pamphlet summarizing the Department's mission and functions, permit requirements and contact information. There is also a need for better performance indicators, enabling the Council to

evaluate overall performance and compliance rates to code violations. Ultimately, staff hours may need to be added to improve the violation notifications and enforcement process.

Electronic bulletin board estimate: TA McLaughlin provided an estimate for an electronic bulletin board per Council's request from an earlier worksession. The quote from Kerley Signs is \$23,800 for a full color, double-faced electronic message center, including installation. By comparison, a new welcome sign costs \$3,800. It was agreed it is important to find the right location for an electronic sign if the Council decides to purchase it.

Berwyn Heights - UMD collaboration projects: MPT White reported that Andrew Fellows, UMD Community & Outreach Program Manager, last week briefed her and several staff and citizens on the campus-community connection (c3) program. The previous Council had submitted a list of 10 projects to the University for collaboration in the area of sustainability and community engagement. The current Council is encouraged to submit new project ideas that could be added to the list. These might relate to street light improvements, food security and grant writing assistance.

2. Minutes

There were none.

3. Announcements, Department Reports, Citizen Comments

CM Papanikolas reported he met with Berwyn Heights Elementary School (BHES) Principal Alerich about the maintenance of the school property. The mowing of the slopes on the Quebec Street side of the property is the responsibility of Prince George's County Public Schools (PGCPS) but it is not a regularly scheduled activity. The response time to a request for mowing is long. It is proposed for the Town's Public Works Department to abate the overgrown area and to bill PGCPS. Public Works will also explore if PGCPS would agree for the Town to take on the maintenance long term and pay for it.

CM Sweep reported on a meeting with Public Works Director Hall. Public Works has a plan to streamline the refuse and recycling collection process ready to go if the Council decides to move forward. It would require the Town to provide larger refuse and recycling bins with wheels that can be picked up with a mechanical lift. This would allow the Town to reduce refuse collection to once-a-week. Director Hall and his assistant have worked with the County on drafting an informational brochure about refuse and recycling do's

and don'ts and would like Council approval to print it.

Director Hall said he has a proposal on file for a security system at the Town Hall. The previous Council appropriated money for it in FY 2018 but chose not to move forward. In an update on the electric charging station the Town plans to install, the Town would incur a cost of \$500 to \$1,000 for installing an electric junction. The cost of the charging stations themselves would be covered by a program of the State Maryland.

Mayor Rasmussen reported that a police officer has been present at recent Council meetings upon recommendation by Chief Antolik as there may be an increased risk of harm to public officials. He then announced the July 20-21 interviews of 2 finalists for the Town Manager position, a July 25 Four Cities Coalition meeting, and the August 7 National Night Out. Mayor Rasmussen thanked Councilmembers for working with him to launch the term of the 48th Council and reviewed the proceedings of the ensuing special session for arranging the succession.

MPT White presented Mayor Rasmussen with a plaque in appreciation of his service on the Town Council and wished him good luck in his future endeavors.

On a motion by CM Isler, seconded by MPT White, the regular meeting was adjourned at 9:09 p.m. Mayor Rasmussen left.

Special Session (starting 9:18 p.m.)

CM Isler moved and CM Papanikolas seconded to open the special session. The motion passed 4 to 1.

Reading of Resignation Letter: MPT White read Mayor Rasmussen's letter of resignation and then Section 306.2 of the Town Charter setting forth the succession of the Mayor Pro Tem as Mayor in the event the office of Mayor becomes vacant.

Election of Mayor Pro Tem: Mayor Pro Tem White next asked for a motion to select CM Isler as the next Mayor Pro Tem, noting that, while the Charter is silent on the matter, the Councilmember with the next highest number of votes in the most recent election has usually been chosen. CM Sweep so moved, and CM Papanikolas seconded. The Council voted 4 to 0 to confirm CM Isler as Mayor Pro Tem.

Swearing-in of Mayor and Mayor Pro Tem: Chief Deputy Clerk of the Clerk of the Circuit Court Bonita Rabelais swore in Mayor Lynn White and Mayor Pro Tem

Stephen Isler.

Department assignment: Council discussed whether to continue to assign Councilmembers to a department, in light of the adoption of a Town manager system of government. MPT Isler, CM Sweep and Papanikolas were in favor of keeping the current arrangement, whereby Councilmembers look after departments to ensure that their needs are met, while providing a direct channel of communication between residents and the departments. Mayor White announced the departmental assignments: She will take on the Police Department, MPT Isler will move to the Administration Department, CM Papanikolas will continue with Code Compliance and CM Sweep with Public Works.

Reading of Ordinance 109, Section 8:

Mayor White read Section 8 of *Ordinance 109 - Elections* setting forth the options for filling mid-term vacancies: 1) public solicitation of applications; 2) appointment of a candidate who ran in the previous election; and 3) special elections. MPT Isler moved, and CM Papanikolas seconded to fill the vacancy by public solicitation of applications. The motion passed 4 to 0.

Timeline and process for filling vacancy:

Mayor White explained that an announcement of the vacancy and an invitation to apply will be made in the August Bulletin. Applications will be accepted until August 15 and interviews of the candidates will be conducted in an executive session prior to the August 20 worksession.

Meg Miller-Shane, 57th Avenue, and Mike Attick, 62nd Avenue commented on the role of department heads and on meeting formats. The Council briefly discussed how citizen comments will be taken at Council meetings. Further, it was clarified that the presence of 3 Councilmembers in one place constitutes a quorum and therefore a public meeting.

On a motion by CM Sweep, seconded by CM Papanikolas, the meeting was adjourned at 9:51 p.m.

Signed: *Kerstin Harper*, Town Clerk

COMMUNITY ORGANIZATIONS

BH Elementary School PTA

President: Marilyn King
President@BHESPTA.org

Secretary: Velma Hamilton
Treasurer: Lilly Ridge

Boys & Girls Club

President: Brandon Batton
Vice President: Angela Wolfinger
angela.wolfinger@gmail.com

Registrar: Tiffany Papanikolas
240-338-5191

Treasurer: Sandra Zuniga
Secretary: Leslie Wolfinger
Athletic Director: Darryl Harris
Soccer Commissioner: Wilberto Pena
Track Commissioner: Jeff Osmond

Education Advisory Committee

Chair: Katie Curtis
[windowdoll@gmail.com](mailto>windowdoll@gmail.com)

Green Team/ Shade Tree Board

Chair: Amanda Dewey
amandamdewey@gmail.com
Public Outreach: Therese Forbes
therese@celticclans.com

Historical Committee

Chair: Debby Steele Snyder
dsteelesny@yahoo.com

Men's Basketball League

Jim McGinnis 301-651-8142

Neighborhood Watch/ Emergency Preparedness/ CERT

Co-Chair Merrill Weinrich
mweinrich2@verizon.net
Co-Chair Michael Attick
mikeattick@verizon.net

Karate Club

Leon Swain 301-728-2881
Brett Bentley 240-678-9103
Brett.bentley@gmail.com

Playgroup

Coordinator: Rachel Cicero
rachelcicero55@gmail.com

Quilter's Club

Lois Williams 301-345-6214

Recreation Council

President: Susan Jones
violindreams@verizon.net
Secretary: Theresa Beck
beck_theresa@yahoo.com

Seniors Club

Ray Smith 301-474-3482

College Park Moose Lodge #453

Annual Flea Market/Yard Sale September 15, 2018 — 8 am – 12 pm

Calling all vendors
and anyone wanting to sell their stuff!
\$20 for single space — \$30 for double space
Sign up now!! Contact Melissa 443-360-1473

Mkpearson405@gmail.com

College Park Moose Lodge,
3700 Metzert Road, College Park MD
College Park, MD. 20740-4432

Interested in Knitting, Quilting, Other Needle Arts Projects?

Stop by the College Park Needle Arts Society for camaraderie, conversation and lots of mutual inspiration! There are no group projects and no dues. We currently meet Friday mornings, 9:30 - 11:30 am, at the Berwyn Heights Town Center. For information call Leslie Montroll at 301-277-9630 or Janet Freitag at 301-906-8535, or email CPNeedleArts@earthlink.net



Berwyn Heights Volunteer Fire Department & Rescue Squad, Co. 14



Berwyn Heights Volunteer Fire Department & Rescue Squad, Inc.—8811 60th Avenue, Berwyn Heights, MD 20740
In Case of Emergency Call 911

PulsePoint



Prince Georges County has partnered with the smartphone app PulsePoint to alert CPR certified residents of a Cardiac Emergency in their area. PulsePoint immediately

alerts CPR-trained bystanders about a nearby CPR event through the **free** Pulse Point Respond mobile app, and lets them know the location of the closest AED. Prince Georges County’s 911 center sends out the alert as 911 calls come in, alerting nearby CPR certified residents and Fire/EMS units simultaneously. In addition to CPR emergencies, this app also shows other Fire/EMS incidents throughout the County in real time via a list and map.



To download the App on your smart phone, search for “Pulse Point” in the iTunes or Android App stores

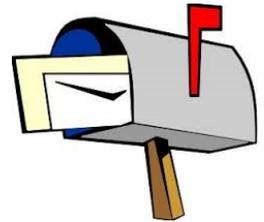
2 Alarm Greenbelt Apartment

On Friday July 27 Truck 14 & Ambo 14 were alerted to the area of Edmonston Rd and Edmonston Court for an apartment on fire in Greenbelt. Additional volunteers at the station staffed Squad 14 and responded to the call as well. Truck 14 & Squad 14 arrived to find heavy fire showing from an apartment building, and the officer of Truck 14 immediately requested a 2nd Alarm. Units operated for several hours on this incident. Howard Co Rescue Squad 6 (Savage VFD) was transferred to BHVFD to cover the area.



Annual Fund Drive

Keep an eye out for the Berwyn Heights VFD’s Annual Fund Drive mailer packet! This year we are raising funds to replace our 1989 reserve Rescue Squad with over 300,000 miles and its outdated equipment. All residents in Berwyn Heights, College Park Estates, Westchester Park, and now Greenbelt Station will be getting a packet by mail by the end of the September. Just a reminder: BHVFD does NOT go door to door anymore, or solicit by phone. Thanks in advance for your generous support!!!

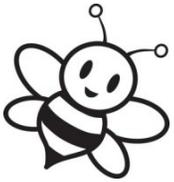


Looking to donate online? BHVFD has set up a PayPal account to accept online donations:

<https://www.paypal.com/cgi-bin/webscr>
or visit www.BHVFD14.org

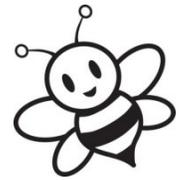


BHVFD Call Volume: July 2018	
Rescue Squads:	111
Ladder Truck:	88
Technical Rescue Support Unit:	2
Ambulance:	183
Total Runs July 2018:	384



Berwyn Heights GreenBee

The **GreenBee** is your monthly guide to tips and resources from the Green Team!



Email us your ideas at bgreen.berwynheights@gmail.com.

Website: www.berwynheightsgreenteam.wordpress.com

Facebook page: www.facebook.com/BerwynHeightsGreenTeam

Our next meeting will be Thursday, September 13, 2018 at 7:00 p.m. at the Town Center, in the G. Love Room. All residents are welcome to attend!

5th Annual Garden Party



Join us at the Berwyn Heights Community Garden (58th Ave, 2 blocks up from 7-11) for an end of the summer season potluck celebration.

You do not need to have a plot to join in, all town residents are invited!

Please bring a dish to share.

Date: Saturday, September 29th

Time: 2-4 pm

Scoop That Poop

Did you know that dog poop is a major contributor to stormwater pollution? Pet waste left on the ground is picked up by stormwater runoff, washes into our drains, and ends up in our local waterways, where it decomposes, releasing nutrients that cause excessive growth of algae and weeds.

Scoop it. Bag it. Trash it. #doyourdoody

September Town Clean-up

Third Saturdays of the month, 10am – 12pm
September 15th, Meeting point at the town center

The BH Green Team is hosting monthly casual town clean-ups to help keep litter under control. Take action as a proud Berwyn Heights resident and let's work together to keep our town beautiful and litter-free!

We will provide instructions and clean-up supplies (safety vests, rubber gloves, trash bags and pickers). No need to pre-register. Pets welcome!



Historical Committee



US Airmail Centennial

A couple of BHHC members volunteered for the [100th anniversary](#) of the first airmail flight out of College Park Airport on August 11.

The day started with a re-enactment of the first airmail flight of a "Curtiss Jenny," continued with a Family Day of hands on activities, and an Unveiling of a Centennial Airmail Stamp. A new exhibit "Delivering America: Airmail to Email." was opened as well, exploring how airmail set into motion some amazing innovations from airline travel to communications during the century that followed.

Check out the **College Park Airport Museum**, and keep an eye open for the many [events](#) they hold throughout the year.

NEXT MEETING – ELECTION OF OFFICERS

September 25 | 7:30 pm | G. Love Room

Contact Debby Steele Snyder for information
dsteelesny@yahoo.com

Visit our website at
www.berwynheightshistory.wordpress.com

Welcome back to school!



Upcoming Events:

- ◆ First Day of School
September 4, 2018
- ◆ Back to School Night
September 20, 2018, 5:30 p.m.
- ◆ PTSA Meeting,
September 25, 2018, 6:00 p.m.

6001 Good Luck Road
Riverdale, Maryland

Get Ready for Fall Planting!

Fall will be here before we know it and it's a great time to plant trees!

Visit <https://dnr.maryland.gov/forests/Pages/MarylandersPlantTrees/Recommended-Tree-List.aspx> for \$25 off coupon of native trees.



Are you interested in protecting trees and our urban forest in Berwyn Heights?

Please join us at an upcoming meeting or reach out!

Berwyn Heights Shade Tree Board

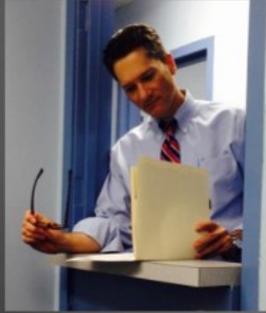
Next meeting: SEP 13, 2018 | 7 pm | G. Love Room
Contact: Amanda Dewey, amandamdewey@gmail.com

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CODE

JULY ACTIVITIES

If you have questions about property maintenance, rental licenses, or want to report a code violation, please call 301-513-9331 or email code@berwynheightsmd.gov



Property Maintenance Violations TOTAL	30
High Grass/ Tree parts	3
Wood storage	1
Building Materials	9
Vehicle Condition & Storage	4
Motor Vehicle Parts	4
Parking Surfaces	2
Refuse Containers	3
Non-Hazardous	2
Unattended Structures	1
Commercial/ Upkeep	1
Permits Issued TOTAL	8
Building	4
Dumpsters	3
Portable Storage Units	1
Rental Units TOTAL	265
Active Rentals	213
Rental Licenses Issued	15
Rental Inspections	20
Rental Re-inspections	7
Rental Fines	1



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Executive Club (Senior Citizens): THU | 12 – 2 pm

Town Center, 2nd Floor: 5700 Berwyn Road

For more information please contact:

Sensei Brett Bentley at 240-678-9103 Brett.t.bentley@gmail.com, or Sensei Leon Swain at 301-728-2881



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- Indoor Air Quality
- Air Filtration Systems
- Water Heaters
- Boilers

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JULY

Police Beat

Sunday July 1, 2018 at 8:00 am,
'ASSAULT ON POLICE OFFICER / PCP'

Cpl. S. Krouse observed a black male attempting to open the driver's door of the police car parked at 6011 Greenbelt at State Employees Credit Union and pulled into the parking lot to check the welfare of the subject. When the officer made verbal contact with the subject, his eyes rolled back in his head, he was acting disoriented and agitated, refusing any verbal orders. He then attempted to hide behind the ATM machines. After a few seconds, the subject walked to the yard of 8913 60th Ave, attempting to open car door. When he was unsuccessful, he ran to the back of the yard and jumped the fence entering the yard of 8901 59th Avenue. He ran back towards the yard 8901 59th Ave, got on the back porch and retrieved a metal pole, approximately 3' long, and was swinging it around. The subject refused to drop the pole/ weapon and walked off the porch and started to exit the yard with the weapon still in hand. He then ran toward Cpl. Krouse's police cruiser and attempted to steal the cruiser, revving the engine. Cpl. Krouse utilized his door remote to unlock the vehicle and removed the subject from the car. The Subject was actively fighting and trying to escape custody. During the fight, the subject was subdued to the ground and placed into custody. He was transported to Washington Adventist Hospital by Berwyn Heights Ambulance 149 with officer in tow. The subject stated that he smoked PCP earlier. Arrested: David Lamont King, 22 Y/O, B/M.

Monday July 2, 2018 at 12:57 am,
'VANDALISM'

Cpl. P. Roberson responded to a commercial alarm at the Greenbelt Road Shell station located at 6327 Greenbelt RD Berwyn Heights MD. Upon arrival (within minutes of being dispatched) a front garage window pane was discovered to be broken. The business was secured with the assistance of several units from PGPD. PG K-9 was notified and responded. The business was searched by K-9 with negative results. The business owner. MR T. Watts. responded and. as of this writing. nothing inside appears to be disturbed. The owner will review security camera footage for further evidence and contact this agency as nec-

essary.

Thursday July 5, 2018 at 8:24 am,
'PROPERTY DAMAGE'

Sgt. T. Moroney responded to the Express Healthcare located at 6201 Greenbelt Road., for a report of damage to a vehicle. Victim advised that his vehicle was damaged. The reporting person further disclosed that the passenger review mirror was damaged by an unknown truck in transport. The reporting person was unable to gather information about the truck in question.

Saturday July 7, 2018 at 12:35 pm, 'THEFT'

Pfc. W. Duck responded to the Staples at 8904 62nd Avenue for a report of theft. Suspect walked into the T/A (Staples), removed from display an Epson printer, and walked out of the store, passing all cashiers and making no attempt to pay for the property. Suspect got into a white color vehicle where Suspect-2 was waiting in the driver seat. Both suspects then fled the scene in the vehicle. The reporting person, who is the manager, was able to get the tag number before the suspects fled. Further investigation revealed that the theft was caught on video. The area was searched for the suspects and additional witnesses but met with negative results.

Thursday July 12, 2018 at 2:00 pm,
'THEFT'

Pfc. T. Hollowell responded to the 5600 block of Osage Street for a report of theft of a tag. Victim reports his license plate for his 2017 Car trailer was taken off the trailer during the mentioned time period(s). The license plate was secured on the trailer by the use of screws and bolts. There are currently no investigative leads

Sunday July 14, 2018 at 7:15 am, 'THEFT FROM AUTO'

Cpl. S. Krouse responded to the 8600 block of 63rd Avenue for a report of theft from a Toyota Camry. The passenger's side rear door wing window was broken out and the vehicle's contents had been rifled through. Victim stated that he parked the vehicle at about 2300 hours on July 14, 2018, and locked it. When he came out on July 15, 2018, he noticed the damage and that his book bag, along with coins, was missing.

Thursday July 18, 2018 at 12:37 pm,
'IDENTITY THEFT'

A Town resident responded to the BHPD and reported he was notified by Bank of America Fraud Department, that unknown person(s) tried to open an account in the victim's name. The attempt was thwarted by bank security and no accounts or money transfer had occurred. There are no investi-

gative leads that were provided to identify the suspect other than the attempt occurred in Austin, Texas

Sunday July 22, 2018 at 11:19 pm,
'THEFT'

Cpl. P. Roberson responded to the 8400 block of 57th Avenue for a report of theft. The victim contacted the Berwyn Heights Police to report the theft of numerous items of jewelry. Victim reports that, over the course of two months, she has been unable to locate several items of jewelry. She reports that she delayed reporting the incident as she thought she might have misplaced the items. The jewelry was reportedly stored in the victims unlocked bedroom. The victim states she rents two rooms in her house. The victim was given police report numbers and advised that the BHPD detective will contact her.

Monday July 23, 2018 at 7:42 pm,
'BURGLARY'

Cpl. P. Roberson responded to the 5800 Block of Goucher Drive for a burglary in progress complaint. Once on the scene the officer came into contact with the Defendant later identified as a 54 Y/O, W/F. The resident had passed away earlier in the day from natural causes. The Defendant was previously a caretaker for the deceased, but was not currently providing care. To gain entry inside the home, the Defendant proceeded to break a panel off the back door of the home and enter without permission. While approaching the home the officer witnessed the Defendant exiting the home with items in her hands. The Victim's son, the executor of the estate, identified the Defendant as a previous care taker, and advised that she did not have authorization to be inside the residence of the recently deceased. The Defendant was placed into custody and transported to Department of Corrections, Hyattsville for further processing. ARRESTED: Ann Louise HANYOK, a 54 Y/O, W/F, of Cheverly, MD.

Sunday July 29, 2018 at 3:17 pm, 'CITIZEN ARMED ROBBERY'

Cpl. S. Krouse responded to the 6000 block of Greenbelt Road., for a report of a robbery. Victim stated that he was walking through the parking lot of the Shell Gas Station located at 6001 Greenbelt on his way to Beltway Plaza. He was standing on the sidewalk area when a silver sedan approached him.

(Continued from page 19)

The passenger jumped out of the vehicle and grabbed him. Victim further stated that the driver was pointing a black handgun while the passenger reached in his pocket and removed his wallet. The suspect/ passenger got back in the vehicle and they fled eastbound on Greenbelt Road. Victim described the passenger as a black male, short hair with a white tee shirt and black pants. The vehicle description was a silver four door sedan, possibly a Chevy Impala. No further description was given, the incident happened approximately twenty to thirty minutes prior to his calling 911. Suspects stole \$500.00 in cash and personal effects from the victim.

Monday July 30, 2018 at 6:24 pm, 'BURGLARY'

Cpl. P. Roberson responded to the 8500 Block of 63rd Avenue for a burglary complaint. Victim contacted the police after she returned home from work and found her home had been entered and property removed. Investigation revealed that the Victim left for work at 815a.m leaving her rear kitchen window open for fresh air. An unknown subject entered the home by walking up rear porch steps and climbing through the open kitchen window. The window screen was removed by the suspect and placed inside the home. The suspect went from room to room removing property. Numerous items of jewelry were removed from the victim's bedroom. Gold items appeared to be targeted. The drawers were not rifled as property was removed methodically and drawers were closed after being opened. The home was not left in disarray. Several items such as silver were passed over. The

suspect apparently used a stolen tote bag with "New Orleans" embroidered on it, to carry away the property as it was removed from a closet. The suspect fled through the rear kitchen door leaving it unlocked. The back yard is not visible from the street and shrubs and vegetation provide concealment.

A neighborhood canvass was conducted. A witness who lives next door reports that he was sitting in his garden when he noticed a subject he describes as a W/M 40s with shoulder length brown hair walking across the driveway of his address. The victim further reports that she received a phone message on her voice mail at work from a woman stating she found a tote bag on the metro train. The victim believes there must have been one of her business cards in the stolen tote bag and it was abandon on a metro train. The victim does not ride metro.

Tuesday July 31, 2018 at 11:27 am, 'BAD CHECK'

On June 22, 2018, suspect tendered NASA Federal Credit Union check #110 to Berwyn Heights Police Department, for payment of parking violation ticket #17-0785. The subsequent tendered check was returned via NASA for insufficient funds. Numerous efforts were initiated to communicate with the suspect to make payment for the defunct check in the amount of \$80.00. The investigation regarding the check is being followed up by BHPD/CID.

Homicide = 00 | Rape = 00 | Robbery = 01
 | Assault = 00 | Burglary = 02 | Larceny/
 Theft = 04 | Stolen Auto = 01



CALL 911
For Emergencies

CALL 301-352-1200 For Non-Emergency Police Assistance

Tell the PGC Police Dispatcher the nature of your problem and ask that the on-duty BH Police Officer respond to your call.



Lakeland



Parade & Picnic

September 15

12 Noon

Everyone loves a parade! Please come out for the Lakeland Parade & picnic. The viewing area will be at Lakeland Park on the corner of Lakeland Road and Rhode Island Avenue, College Park. The event is sponsored by the Lakeland Community Heritage Project, which celebrates, preserves and shares the story of Lakeland, the historic African American community of College Park, MD.

To be in the parade please e-mail LakelandHistory@yahoo.com or contact Pamela Randall Boadley at (301) 520-1405 no later than September 2, 2018. For more information visit www.LakelandCHP.com

BULLETIN BOARD

Want adventure and achievement? Join Boy Scout Troop 740. We meet at Holy Redeemer's Fealy Hall every Tuesday evening. For details, call scoutmaster Loren Lavoy at 301-651-4928.

Licensed Family Daycare: Opening for infant to 12 years old. Before and after care for BH Elementary School available. Vouchers are accepted. Meals are provided. Openings are Monday-Friday from 6 AM to 6 PM. Please contact Karuna at 301-345-2939.

STRESSED!!! Are you a Senior, a relative or friend of a Senior? Are you, or they, worried about staying home long-term? If you'd like some direction or assistance, without alienating your loved one, I CAN HELP YOU. Sealani Weiner, Geriatric Care Manager. Licensed Independent Clinical Social Worker in MD & DC, Certified Care Manager AND Berwyn Heights resident. 240-965-7274.

Piano Lessons in your home. Former PGCPSS music teacher, experienced private instructor. Students with special needs welcome. Ms. Liz 240-601-2825.

Moving? All The Way Moving. LLC licensed and insured company giving FREE wardrobe boxes along with low prices. NStudio or small 1 bedroom \$195-\$260. NLarge 1 bedroom or 2 bedroom \$260-\$375. N3 bedroom or a house \$763-\$1090. Prices shown are general. Please contact us for a free quote today. Call 202-820-0771

House Cleaning: Help with shopping, cooking, etc. 40-year resident of Berwyn Heights. Very reliable and reasonable rates. Please call DJ at 301-345-1746.

FALL HOUSECLEANING? STUFF TO SELL OR GIVE AWAY? Call Yvonne at Town Office, 301-474-5500, before October 15 to claim this free space in the next issue of the Bulletin and dispose of your articles fast.

Lawn Mowing and Trimming, yard raking and cleanup, basement cleanout, painting, plumbing, general handyman. Reasonable rates and flexible schedule. Call Phil at 202-718-8530. Berwyn Heights references available.

Meals-on-Wheels needs your HELP! This 35-year old program needs volunteers to help with their daily operations out of College Park location. Please call 301-474-1002 M-F, 8:30-12:00 if available.

Need Yard Help? Shawn and Jeremy have helped Berwyn Heights residents with mowing, raking, mulching, and more for several years. Call 301-474-2002.

Get Out More! Let me help you free up your time by helping you in different ways. If you have children, I babysit age 3 and up. Do your kids need help in school? I tutor in different subjects. Don't have time to exercise your lovable pet? I enjoy dog walking/sitting. Please call Greta at 301-982-7115. References upon request.

HELP IS HERE. Do you need help grocery shopping, bill paying, pick up prescriptions, post office run, general household management, shopping and more...look no further...for \$20 per hour have your own personal concierge. Reliable, Dependable, Fast, and more importantly, TRUSTWORTHY. Call Jackie at 202-669-6297. I'll be there tomorrow.

Loving, Licensed Child Care: (CDA) credentialed in BH. M-F 6:30 AM to 5:30 PM. Ura Daley, 301-313-9131.

Moving Sale in BH: Living room and dining room furniture, TV armoire with matching shelving, clothes steamer, small bookcases, lawnmower, framed art, and more. Text [240-472-6835](tel:240-472-6835) for pictures and prices.

For Sale: Low-loft twin bed, maple, built-in desk w/bookshelf, dresser fits under bed. Excellent condition. \$350 OBO, 301-345-8426, lv msg.

Infant or Senior Care: Nurse/midwife, recent US refugee, legal with work permit, looking for infant care or senior care. Full or part time. IRC internationally certified. Worked in Burundi and Tanzania. Special gift with babies, children with disabilities, and disabled adults. Intermediate English, fluent French. Does not drive. Contact: joselynkanyudo@gmail.com



Angela's House Cleaning Service

Cleaning your home like my own. Residential & commercial. References available in Berwyn Heights. Over 10 years professional experience. Providing my own materials and reasonable price. (240) 645-5140 or angelalazo1@hotmail.com



Mudhar Events Chairs LLC

MUDHAR

tel. (240) 425-3466

mudherkamal@yahoo.com

The BHPD is recruiting young people to join our Law Enforcement Public Safety Aide Program!

What is the BHPD Law Enforcement Public Safety Aide Program?

The Berwyn Heights Maryland Police Department Law Enforcement Public Safety Aide Program is designed for young men and women who have an interest in the field of Law Enforcement, sincere interest in volunteerisms in their community and the chance to experience law enforcement career opportunities. The BHPD PSA program is an intensive, long-term process designed to build character and integrity. The standards for police officers and employees are very high and our program seeks to select PSA who can commit several years of participation and volunteerisms in order to achieve their career goals.

Who is Eligible and Selection Process?

- Young people age 12 to 18, living in Berwyn Heights, Maryland.
- Have good grades in school.
- Have an interest in helping your community and be a good character.
- NO criminal convictions, current drug or alcohol use, and nefarious activities.
- Complete a six-month probation period that includes written work and tests.



Overview

History of Law Enforcement – Patrol Procedures – Criminal & Juvenile Law – Report Writing – Investigations – Community events – Ethics – Basic First Aid & CPR – Crime Prevention – Community Relations – Vehicle Stops – Evidence Collection - and more.

BECOME A BHPD PUBLIC SAFETY AIDE VOLUNTEER

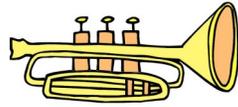
Courage – Pride - Compassion



MAKING A DIFFERENCE THROUGH VOLUNTEERISMS
Now accepting applications for BHPD PSA
Call 301-474-6554
e-mail SKrouse@BerwynHeightsMD.gov
MMurailles@BerwynHeightsMD.gov



Berwyn Heights Boys & Girls Club



Bugle—September 2018

Fall Festival

Saturday, October 6th, starting at 10am at BH Town Hall



Join the BHBGC at our annual Fall Festival. This family-friendly event features crafts & games for kids, vendor booths, deep fried Oreos, pumpkin patch & much more!

Don't forget our Mum Fundraiser—

Pre-order your gorgeous, extra large fall mums
Now through September 22nd,
before prices go up!

Pricing & Details available online at www.BerwynHeightsBGC.org
or Pick Up a Flyer/Order Form at the Town Office

ATTENTION LOCAL BUSINESSES/VENDORS/CRAFTERS:

Interested in sponsoring or renting a table at our event?
Spaces are still available! Call 240-461-8983 or email us at
info@berwynheightsbgc.org for details!

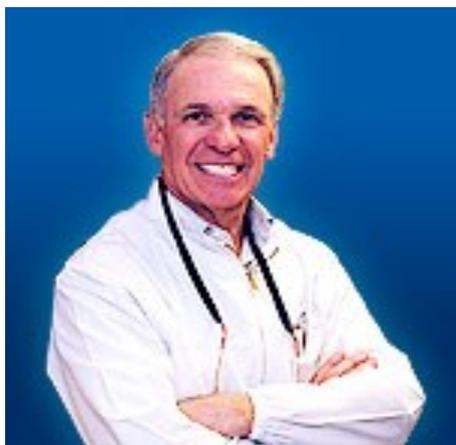
Do you have a creative side and like event planning? Join our Event Committee and help plan our annual events, parties, campouts and more! We are also looking for coaches, “team parents”, and Soccer Commissioner. We also have a vacant seat on our Executive Board! Contact us for details.

www.BerwynHeightsBGC.org

Follow us on Facebook! www.facebook.com/BerwynHeightsBGC

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- Treatment for Snoring
- Dentures
- Digital X-rays
- Treatment for Grinding
- Implant Restoration
- Sealants
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Berwyn Heights, MD 20740

www.DrLinchuck.com



Berwyn Heights Seniors Club

Next to the Town Office on 57th Avenue — Open Monday thru Friday,
10 A.M. to 2 P.M. — Phone 301-474-0018

THE BEST THERAPY IN THE WORLD IS TIME OUT WITH YOUR FRIENDS!

HAPPY BIRTHDAY TO

September 1	Nancy Donaldson
September 2	Betty McGaffrey
September 5	Doris Lehman
September 11	Linda Sinclair
September 13	Carol Gill
September 18	Richard Ahrens
	Helen Weinrich
September 22	Ron Hand
September 23	Jeanette Enderson
September 24	John Raum

SEPTEMBER ACTIVITIES

BINGO — Every Tuesday at 12:30 pm.

WII BOWLING — Wednesday at 10:30 am.
League play begins September 12/

GAME NIGHT — Every Thursday at 7:00 pm.

SELF DEFENSE COURSE — Every Thursday at 12:00 Noon, upstairs in the Senior Center.

POTLUCK & MOVIE — Second Tuesday at 5:00 P.M., (September 11).

MEETINGS — Second and Fourth Tuesday at 11:00 A.M. The Fourth Tuesday is also a Pot Luck.

LIBRARY VISIT — Library staff will do Arts and Crafts at 12:00 Noon, Monday, September 10.

HAPPENINGS

REDSKIN FOOTBALL Come watch the games on September 16 and 23, and share a pot luck late lunch. Game times are 1:00 P.M.

ICE CREAM SOCIAL, September 20, 6:30 P.M, upstairs above Senior Center.

OSAKA GRILL, September 28, followed by trip to the Bowie Play House to see "Singing in the Rain."

BREAKFAST at the Silver Diner is also on tap. Date to be determined.

Call the Senior Center for more info.



Now that Autumn is here, come to the Senior Center. Get a cool soda or bottle of water and, of course, something to eat. You can always count on something to eat when you are with the Seniors!

Thomas A. Gentile, Attorney

301-908-9427 (cell)
tgentile301@yahoo.com
www.homasgentile.com



Berwyn Heights Resident
Admitted to Practice, MD, DC, VA
Over 38 years experience
Wills, Powers of Attorney, Probate, Trusts,
General Practice
Home Visits to Berwyn Heights Residents.

HOLY REDEEMER Catholic Church



Weekend Masses:

Saturday Vigil 5:00 p.m.

Sunday 8:00 a.m., 10:00 a.m., 12:00 n.

Sacrament of Reconciliation - Saturday 3:30 p.m.

4902 Berwyn Road • College Park MD 20740
Tel: 301-474-3920 • Web Site: holy-redeemer.org
Email: parish@holy-redeemer.org

WET BASEMENT?

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September Events in and around College Park:

- 9-4 Schools Open
- 8-31/9-4 Greenbelt Labor Day Festival
- 9-2 UMD Football vs. Texas at Fed Ex Fld
- 9-15/9-16 MD Wine Festival Carroll Co.
- 9-16 Home Opener Washington Redskins.
- 9-20 BH Ice Cream Social here in town at Town Center 6:30
- 9-22/9-23 Chesapeake Wine and Oyster Festival at National Harbor

- FREE MARKET ANALYSIS OF YOUR HOME
- NATIONAL/ INT'L WEBSITE/ADVERTISING
- LICENSED IN MD & DC
- 18 YEARS + OF TOWN REAL ESTATE EXPERIENCE, TOWN RESIDENT

Just a few of my Listings/Sales last 30 days!!

SOLD-9713 51st PI 3BR 2BA Rambler updt kit..\$296,000.

SOLD 12709 10th St Bowie 4BR 2 BA Farmhouse\$389K.

UNDER CONTRACT-6100 Westchester Pk 1BR \$115K.

NEW LISTING-5902 Berwyn Rd 2BR 1 BA charming cape w/ garage\$289,900.

NEW LISTING-6204 42nd Av Hyvl 4BR 2 BA colonial ,updt kit, deck,\$425,000.





September 2018

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2 Street Sweeper 	3 Labor Day Town Offices Closed No trash pickup	4  PGCPS Back to School	5  6:00 pm Worksession 7:00 pm NW/EP Mtg.	6  7:00 pm Shade Tree Bd./ Green Team Mtg.	7	8
9	10  7:30 pm Quality of Life Com.	11  7:30 pm Rec Council Mtg.	12 	13  7:00 pm Green Team Mtg. 7:00 pm Town Meeting	14 3:00 PM Mayor's Tea	15 10:00 a.m. Town Cleanup
16	17  7:00 pm Worksession	18 	19 	20  6:30 pm Ice Cream Social Town Center	21	22
23	24  7:30 pm BHHC Meeting	25 	26 	27  6:00 pm Hello Huskies	28	29 2:00 p.m. Community Garden Party
30	OCT 1	2	3	4	5	6



Please do not park on the street when the street sweeper is in Town to ensure the street sweeper cleans everywhere along the curb.

Trash, Bulk Trash, Yard Waste North-side Collection	
Trash, Bulk Trash, Yard Waste South-side Collection	
Recycling Collection	

BERWYN HEIGHTS BULLETIN

TOWN OF BERWYN HEIGHTS
5700 Berwyn Road
Berwyn Heights, Maryland 20740-2799

CARRIER-ROUTE SORTED
PRESORT STANDARD
U. S. Postage Paid
College Park, Maryland
Permit No. 5442

POSTAL CUSTOMER BERWYN HEIGHTS, MARYLAND

Dated Material — Do Not Delay!

TOWN INFORMATION

Town of Berwyn Heights Phone Nos.

Emergency - Fire Rescue	9-1-1
Police (Non-Emergency)	(301) 352-1200
Police Administrative Office	(301) 474-6554
Code Compliance Department	(301) 513-9331
Email: code@berwynheightsmd.gov	
Public Works Department	(301) 474-6897
Email: publicworks@berwynheightsmd.gov	
Fire Department	(301) 474-7866
Senior Center	(301) 474-0018
Community Center (Gym)	(301) 345-2808
Town Office	(301) 474-5000
Office Hours: 8:30 a.m. - 5:00 p.m.	
Call-a-Bus Reservations	(301) 513-9331

Mayor and Council

Lynn White	(301) 474-2930	lwhite@berwynheightsmd.gov
Mayor — Public Safety/Health		
Stephen D. Isler	(301) 537-2228	sisler@berwynheightsmd.gov
Mayor Pro Tem — Administration		
Jason W. Papanikolas	(240) 338-5191	jpapanikolas@berwynheightsmd.gov
Councilmember — Code Compliance		
Ethan D. Sweep	(218) 280-2273	esweep@berwynheightsmd.gov
Councilmember — Public Works		
Amanda Dewey	(443)-646-3529	adewey@berwynheightsmd.gov
Councilmember — Parks & Recreation, Education & Civic Affairs		

Regular Trash Collection Schedule

North of Pontiac..... Mondays & Thursdays
 South of Pontiac..... Tuesdays & Thursdays

Heavy Trash Day:
 Monday for North of Pontiac
 Tuesday for South of Pontiac

Recycling Schedule:
 Wednesdays for the entire Town

Town Helpline

Do you have a suggestion or problem or a question on an ordinance, or have a historical question? Want to receive meeting agendas or minutes by email?
 Email Town at
contact@berwynheightsmd.gov
 Be assured that your communication will be answered promptly

Watch Council Meetings



On Comcast channel 71
FIOS channel 12

Most recent meeting: M-S 11:00 A.M.
 2nd most recent mtg: M-S 3:00 P.M.
 3rd most recent mtg:
 Tue, Thu, Fri., Sun.: 8:00 P.M.

Town of Berwyn Heights Website: <http://www.berwynheightsmd.gov>; Follow us on Twitter @BerwynHeightsMD

Questions — call Kerstin Harper, Administration at (301) 474-5000, or email kharper@berwynheightsmd.gov
 Advertising Rates — call Yvonne Odoi, Administration at 301-474-5000, or email: yodoi@berwynheightsmd.gov

Submission Deadline is the 15th of the month
 Helen Van Doren: Layout